

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

Number: B99-25

Date: September 16, 1999

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF
RAPID RESPONSE COORDINATORS

SUBJECT: WARN INFORMATION GATHERING CHANGES

This information bulletin notifies Service Delivery Areas (SDA) of changes in information gathering at the Job Training Partnership Division (JTPD) upon receipt of a Worker Adjustment Retraining and Notification (WARN) Act notice from an employer. The purposes of the changes are to expedite Rapid Response contact between SDAs and employers, to identify Trade Adjustment Assistance (TAA), or North American Free Trade Agreement Transitional Adjustment Assistance (NTAA) events, and to determine if the layoff is the result of a downsizing or closure of another company.

When a WARN notice is received in the Data Analysis Unit, SDA Support Section, the employer will be contacted by telephone and asked the following questions:

1. Is this layoff or closure the result of trade impacts or imports from Canada, Mexico, or other countries? Has production been shipped or will it be shipped to Canada, Mexico or other countries?
2. Is the layoff the result of loss of business from a company that has downsized or closed?

If the answer to number 1 is "yes," then TAA will be stamped on the WARN notice if the layoff is the result of trade impacts or production shifts with countries other than Canada and/or Mexico. If the layoff is the result of trade impacts or production shifts with Canada and/or Mexico, NTAA will be stamped on the WARN notice. Once the appropriate stamp is affixed to the WARN notice, it is sent to the SDA's rapid response coordinator then sent to JTPD's TAA/NTAA coordinator and distributed by the Employment Development Department's Operations Branch.

If the answer to number 2 is "yes," the letter will also be stamped with that information before faxing and distribution.

In addition, the employer will be asked to verify the name and telephone number of the on-site contact. This information will be written on the WARN notice if it is different from the contact identified in the letter.

At this time, the employer will also be informed that there will be follow-up contacts by an SDA to provide information about the JTPA Title III Dislocated Worker Program and potential services available to the affected workers. If the employer states that no services are necessary due to outplacement provided by a contract firm, information will be provided about coordinated benefits for the dislocated worker, Unemployment Insurance, and Job Services. Employers will be informed that a rapid response meeting can give the affected workers a continuum of services which maximizes the opportunities for the dislocated workers and may help them return to the workforce with minimum unemployment time.

Questions concerning this information bulletin should be directed to Diane Bonar of the Data Analysis Unit at (916) 654-8305.

/S/ BILL BURKE
Assistant Deputy Director